

**WILLMAR PLANNING COMMISSION  
CITY OF WILLMAR, MN  
WEDNESDAY, OCTOBER 12, 2016**

**MINUTES**

1. The Willmar Planning Commission met on Wednesday, October 12, 2016, at 7:00 p.m. at the Willmar City Offices Conference Room #2.  
  
\*\* Members Present: Gary Geiger, Aaron Larson, Margaret Fleck, Steve Gardner, Bob Poe, and Rebecca Trongaard.  
  
\*\* Members Absent: Rolf Standfuss, and Randy Czarnetzki.  
  
\*\* Others Present: Megan DeSchepper- Planner.
2. MINUTES: The September 14, 2016 minutes were approved as submitted.
3. ACCESSORY DWELLING DISCUSSION: The Planning Commission continued their discussion regarding accessory dwelling units. The Commission talked about flexibility required in requirements, such as perhaps only requiring one parking space instead of two for an accessory dwelling unit. Percentage of lot coverage was also discussed, the consensus was that regular setbacks should be met for accessory structures. Staff will gather info regarding utility services and building code requirements for building separation. The Planning Commission formed a subcommittee to draft an Ordinance and will meet next week to begin work. They will bring a draft to a future Commission meeting.
4. MISCELLANY: Staff shared an excerpt from the draft sign section of the Zoning Ordinance that the Commission drafted last year regarding sandwich board signs. It allows for them to be put out daily during business hours. The language addresses the request of the business owner from the previous meeting to allow "occasional stores" signage. Staff also informed the Commission that the business owner at that specific site is installing a new sign with closer proximity to the street and an electronic reader board which will allow the store the sign visibility it requires.
4. There being no further business to come before the Commission the meeting adjourned at 8:11 p.m.

Respectively submitted,



Megan M. DeSchepper, AICP  
Planner/Airport Manager

**NOTICE OF HEARING ON A REQUEST FOR  
A CONDITIONAL USE PERMIT**

Notice is hereby given that the City of Willmar Planning Commission will meet on Wednesday, October 26, 2016, at 7:01 p.m. at the City Office Building (Conference Room # 2 upstairs), 333 6th St. SW, Willmar, Minnesota, to conduct a public hearing to hear reasons for and against a conditional use permit requested by Joshua and Amanda McGillivray, Willmar, MN, to allow a home occupation one station salon business on property legally described as follows: Lot 11, Block 81, First Addition to the Town of Willmar (713 7<sup>th</sup> St. SW).

All property owners or residents living in the vicinity of the above-described property are hereby notified of the public hearing and that they may appear in person or be represented by counsel to be heard on this matter.

October 14, 2016  
Date

Megan M. DeSchepper  
Planner

Si Usted no lee inglés o si este aviso no contiene una explicación suficiente, por favor comuníquese con Maria al 235-0850 ext. 1100, de Heartland Community Action Agency.

Haddii Aadan Akhriyi Karin Ama Aadan Fahmeeynin Ogeeysiiskan, Fadlan Soo Wac: Sahra Gure, West Central Interpreting Services, LLC (320)235-0165 ama (320)441-8555.

If you have questions regarding the request,  
 please call City Offices at 235-8311 and ask  
 to speak to Megan DeSchepper.

